

JOB ANNOUNCEMENT

Hyde County Health Department

Position: Local Health Director

Position No.: 481-16-251

Salary Range: \$56,476 - \$87,538

Description: This is the chief executive officer position of the county health department and performs directive and managerial work, in executing the powers and duties of the office as defined by NC general statutes. Work involves providing leadership; directing program development and implementation; establishing program standards and evaluating quality of service of the delivery systems; directing other supervisors, professional, technical and support staff in protecting and promoting public health; representing the agency with governmental officials, health care providers, public/private schools and a variety of advocacy groups to influence the decision making process in order to ensure adequate resources for program maintenance, expansion and delivery of comprehensive services. Employee is appointed by and reports to the Board of Health.

Special Note: *This is a generalized representation of this position and is not intended to identify all essential functions one must perform on a daily basis.*

Knowledge, skills, and abilities: General knowledge of management principles, techniques, and practices; thorough knowledge of the principles and practices of public health; working knowledge of applicable federal and state laws, rules and regulations. Ability to exercise sound judgment in analyzing situations and making decisions and in directing employees and programs, and in developing and maintaining effective working relationships with general public and governmental officials. Employee will be required to possess or complete National Incident Management System certification levels 100b through 800b, within the first year of employment.

Minimum Education and Experience Requirements: A master's degree in public health administration and at least one year of employment experience in health programs or health services; or a master's degree in a public health discipline other than public health administration and at least three years of employment experience in health programs or health services; or a master's degree in public administration and at least two years experience in health programs or health services; or a master's degree in a field related to public health and at least three years of experience in health programs or health services; or a bachelor's degree in public health administration or public administration and at least three years experience in health programs or health services.

Special conditions of employment: Prior to employment, successful applicant will be asked to submit to pre-employment screenings. Individual must possess a valid N. C. driver's license.

Closing date for accepting applications: October 31, 2014 at 5:00 p.m.

To apply submit original, signed and dated State Application (PD 107) to:

Randy Hignite, Chairman
Hyde County Board of Health
P. O. Box 100
Swan Quarter, NC 27885

Hyde County is an Equal Opportunity Employer